FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00038828 **Type of Permit:** FILMING **Release Date:** 04/08/2011

Production Company LOYOLA MARYMOUNT UNIVERSITY

Insured Company Name LOYOLA MARYMOUNT UNIVERSITY

Contact Phone No. 1 310-338-2700
Contact Phone No. 2
Fax
Address One LMU DR
Los Angeles, California 90045

Production Title LOST & FOUND

Type of Production Student

Producer Chris O'Connor

Director n/a n/a

1st AD n/a n/a

Production Manager n/a n/a

FilmL.A. Coordinator Virginia Quiroz

Location Manager Chris O'Connor
Primary Phone Mobile - 702-372-7478
Secondary Phone

Location Assistant n/a n/a
Primary Phone Mobile - n/a
Secondary Phone

Fees

FILMLA STUDENT PERMIT FEE SIMPLE $25.00

Total Permit Fee $25.00

Number of Locations 1

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Summary Information — Location

Permit Number	F00038828	**Location Manager**	Chris O'Connor
Production Company	LOYOLA MARYMOUNT UNIVERSITY	Primary Phone	Mobile - 702-372-7478
Insured Company	LOYOLA MARYMOUNT UNIVERSITY	Secondary Phone	
Production Title	LOST & FOUND		

Location Address	7000 W Manchester Ave, Los Angeles, CA, 90045
Location Type	Park
Location Description	WESTCHESTER PARK
Film Dates	4/9/2011 - 4/9/2011 09:00 - 15:00 1 day
Open or Closed to the Public	Open
Generic Conditions	All vehicles must be parked on private property Must comply with attached Rec & Park Conditions Must Maintain 5' Clearance on Sidewalks/Walkways Must maintain local/emergency access No Cast and Crew parking on areas streets. No interference with vehicular or pedestrian traffic
Please see attached document	20110407152955.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	1

Personnel on Location

Type	Quantity
Cast	2
Crew	3

Filming Activities	Camera on sticks; Equipment on sidewalk only.; Exterior Dialogue; Handheld equipment;		
Jurisdiction	**Political:** Los Angeles City - Council District 11	**Police:** Los Angeles Police Department	**Fire:** Los Angeles City
Thomas Guide	**Page:** 702	**Grid:** E3	
Approvals	LOS ANGELES POLICE DEPARTMENT LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE		Melissa Hernandez Joanne Luna
Coordinator Note	WESTCHESTER PARK %u2013WALK PATH AND GRASSY AREA ON LINCOLN BLVD.		

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.

- ***Ok to film at Westchester Recreation Center on 4/9/11.***
- ***Approved to shoot on the Walk Path and grassy area close to Lincoln Blvd***
- ***Student is aware of Construction that is going on @ Westchester Rec.***
- ***Must film around construction.***
- ***Ok to film from 9am-3pm only.***
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City

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employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.

F-38828
LOYOLA MARYMOUNTUNIVERSITY-LOST AND FOUND (WETCHESTER RECREATION CENTER- WALK PATH AND GRASSY AREA CLOSE TO LINCOLN BLVD)

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